

Agenda

MEETING OF THE EXECUTIVE COMMITTEE 1 TRUSTEES OF THE CORCORAN GALLERY OF ART

September 10, 1979

1. Approval of Minutes of the Executive Committee Meeting of August 13, 1979.
2. Report of the President
 - A. Building and Grounds Committee Report: Hadlai Hull
 - B. Financial Report- Gallery and School: Gwen Goffe
3. Committee Reports
 - Development and Membership
 - Investment and Finance
 - Special Events
 - Art School
 - Works of Art
 - Friends of the Corcoran
 - Women's Committee
 - Building and Grounds
 - Public Relations
 - Education/Shop
4. Report of the Associate Director
5. Report of the Dean

MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE

TRUSTEES OF THE CORCORAN GALLERY OF ART

September 10, 1979

Members of the Executive Committee present at the meeting were Mesdames Dudley, (Women's Committee); Salant, and Vanderpool and Messrs. Blachley, (Friends); Fitzgerald, Folger, Hall, Hull, Jewett, Kreeger, Chairman; and Saul.

Members of the staff present included Dr. Marzio, Director; Mr. Thomas, Dean; Ms. Livingston, Associate Director; Ms. Goffe, Director of Finance and Planning; Mrs. Muccio, Director for Development and Membership; Adm. Snead, Building and Projects Director; and Mrs. Tilley, Special Events Coordinator.

The meeting was called to order by Mr. Kreeger at 12:30 p.m.

1. Approval of the Minutes of August 13, 1979.

The minutes of the August 13, 1979 Executive Committee meeting are subject to approval at the next meeting.

2. Financial Report - Gallery and School

Ms. Goffe presented a statement of income and expenses for the period ending August 31, 1979. Allowing for accrued salaries, accounted annual leave and other accrued expenses, as well as a transfer from the FY78 operating funds to the Building Fund for the Merrill Trust grant (which was not done in FY78), Ms. Goffe estimates that the institution will show a positive fund balance of \$58,738 for FY79. It was noted that the School deficit through August 31, 1979 was \$83,490 before adding the School's share of accrued expenses. The museum, however, will show an excess of income over expenses. Mr. Kreeger noted that the Gallery has showed a surplus for three consecutive years. It was suggested that a stronger development and promotional program and a revision of the summer programs schedule were necessary to address the School's deficit. It was also noted that the current summer programs were undersubscribed.

Ms. Goffe reported that Coopers & Lybrand would be conducting the audit in October and that an audited statement is expected in November. She expects that their fee will be between \$7,000 and \$8,000 plus expenses.

The staff accountant has resigned and a member of Coopers & Lybrand small business staff will assist as possible until this vacancy is filled.

Ms. Goffe also noted that some of the difficulties she had experienced during this year's transition should be alleviated as new financial reporting and management systems have been instituted for FY80.

3. Building and Grounds Report.

Mr. Hull announced that there was a total of \$40,424.81 available in the Building Projects Restricted Fund and presented a list of priority projects.

Mr. Hull recommended an expenditure of \$20,080 for the design and engineering fees for the auditorium renovation. This would cover the cost for preliminary plans and schematic drawings to Dr. Hammer.

Mr. Hull also noted that plans must be in hand to meet the time schedule regarding the handicapped requirements.

Mr. Jewett moved that the Committee authorize the expenditure of these funds. His motion was seconded and passed.

It was noted that the time schedule for the auditorium renovation must be coordinated with the Concert Series and the School's existing schedule for use of the auditorium.

4. Committee Reports.

A. Development and Membership.

Mr. FitzGerald pointed out that it had indeed been a successful year for fund raising but that the \$1,124,349 raised includes two \$100,000 Cafritz Challenge Grants, at least one of which cannot be expected to repeat in FY80. This points out the fact that Trustee giving is the heart of the Corcoran and that their help in giving and finding potential sources of income is vital to maintaining this million dollar mark.

He requested that each Board member advise the Development Staff of useful leads or contacts to finding sources. The Committee realizes the importance of local corporate support as well as national support and is establishing a working procedure to increase this effort.

Mr. FitzGerald also emphasised that the School is facing a deficit of \$162,000 this year. Historically, the School created the surpluses. Now the pendulum has swung the other way and it is necessary to recognize that there will be a continuing need to raise funds for the School.

Mr. FitzGerald would like to see corporations interested in

the educational side of the Corcoran and urged all Trustees to be thinking of ways to interest the corporations in the Corcoran School. A significant amount of work will be necessary to maintain the same level of fund-raising this year. There will be an increased membership drive and the Development staff will hire a research and proposal person to assist in developing grants. Every effort must be made to meet the NEA Challenge which we expect to receive.

B. Investment and Finance.

Mr. Folger announced that the next meeting will take place on September 24.

C. Special Events.

Dr. Marzio announced that the SurPrize Party planned for October to benefit the School has been postponed by the Trustee Committee due to an insufficient amount of time needed to secure the necessary prizes for the event.

D. Art School.

Dean Thomas reported that registration for the fall term was held last week and that of the 220 full-time students projected, only 212 were realized. The summer advertising program did not appear to net results. 5,000 announcements were mailed to subscribers of American Photography magazine which did appear to attract additional students. Dean Thomas noted that in 73/74 there were an average of 23 students per class and in 78/79, it was 11 per class. The costs are higher now to maintain these classes and the competition is greater from community art centers and the Smithsonian Institution. He emphasized that there are always withdrawals when freshmen students realize they do not have the commitment to become artists. However, the cost of maintaining and staffing the class remains the same.

Mr. Folger voiced his concern about the postponement of the SurPrize Party and that it disallows for the flexibility in reviewing the School's budget. Dean Thomas pointed out that it is impossible to raise the tuition in mid-year.

Dr. Marzio was asked to contact the chairmen of the SurPrize Party, Mr. Daly and Mrs. Dutton, to see if they could expedite the party to January or February. The point will be raised at the next full board meeting on September 24.

E. Works of Art.

Mrs. Vanderpool announced that the next meeting of this committee will take place in late September.

F. Friends.

Mr. Blachley reported that the numbers of the Friends continue to rise. The Friends have agreed to combine their acquisition funds with the Gallery's to meet the NEA Challenge Grant. September 20th will be their annual business meeting and Dr. Hammer will address the group.

G. Women's Committee

Mrs. Dudley announced that the Zandra Rhodes fashion show will take place September 12 to benefit the Corcoran. A budget of \$75,000 will be proposed by Dr. Marzio to the next meeting of the Women's Committee. Changes in the handbook are now being made.

H. Education/Shop.

Mrs. Salant announced that the next meeting has not yet been scheduled.

5. Report of the Associate Director.

Ms. Livingston reported that between now and October 10, a crew of six will transfer over 1700 items in preparation for the fall season. She indicated the significance in the use of the mantle room to exhibit the Armand Hammer Daumier collection, as it will bring people into a new area of the museum. The Weisman Collection of California Art will run through November 4 and will preview with a seated buffet dinner of California food for 150 on Sept. 14. Dr. Hammer's Daumier Collection will preview with a seated dinner for 150 on September 19. There will be a combined Member's opening on September 20 for these two shows. On October 3, the hand colored photographs of Mark Powers will go on display. He is a faculty member of the School. October 12 will mark the national opening of the AT&T show.

The meeting adjourned at 2:00 p.m. and went into Executive session, in order to consider a proposed increase in the salary of the Director for Development and Membership.

Respectfully submitted,

Lorna Tilley, Acting Secretary

Lorna T.

MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE
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Members of the staff present included Dr. Marzio, Director; Mr. Thomas, Dean; Ms. Livingston, Associate Director; ~~Mr.~~ Mrs. Muccio, Director for Development and Membership; Adm. Snead, Building and Projects Director; and Mrs. Tilley, Special Events Coordinator. Ms. Gwen Goffe, Director of Finance and Planning.

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The staff accountant has resigned and a member of Coopers & Lybrand small business staff will assist as possible until this vacancy is filled.

Ms. Goffe also noted that some of the difficulties she had experienced during this year's transition should be alleviated ^{as} with the ~~new~~ ^{reporting and management systems} financial systems that have been instituted for FY80.

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Mr. Hull announced that there was a total of \$40,424.81 available in the Building Projects Restricted Funds and presented a list of priority projects.

Mr. Hull recommended an expenditure of \$20,080 for the design and engineering fees for the auditorium renovation. This would cover the cost ~~to give~~ ^{for} preliminary plans and schematic drawings to Dr. Hammer. He anticipates a ball park figure of \$193,000 to complete the renovation.

Mr. Hull also noted that plans must be in hand to meet the time schedule regarding the handicapped requirements.

Mr. Jewett moved that the Committee approve the resolution to proceed with the expenditure of these funds. It was seconded by Mr. Hull and so passed.

It was noted that the time schedule for the auditorium renovation must be coordinated with the Concert Series and the School's existing schedule for use of the auditorium.

4. Committee Reports

A. Development & Membership. Mr. FitzGerald pointed out that it had indeed been a successful year for fund raising but that the \$1,124,349 raised includes two ^{\$1,000,000} Cafritz Grants ^{Challenge Grants} and ~~Challenge Grants~~ at least one of which cannot be expected to repeat in FY79. This points out the fact that Trustee giving is the heart of the Corcoran

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Respectfully submitted,

Lorna Tilley, Acting Secretary

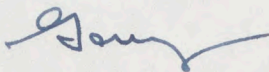
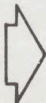
A
TO.



Lorne Tilley

hope you can read my
writing

DE
FROM

A handwritten signature in blue ink, appearing to read "Freeborn".

FREEBORN G. JEWETT, Jr.

MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE
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Mr. Jewett moved that the Committee ^{authorize} approve the resolution to proceed with the expenditure of these funds. ^{this motion} It was seconded by Mr. Hull and so passed.

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"American Images - A Photography Exhibition", a show sponsored by The Bell Telephone System

in order to consider a proposed increase in the salary of The Director for Development and Membership.

Sent to Jewett

9/27/79

CORCORAN
GALLERY OF ART · SCHOOL OF ART
SEVENTEENTH STREET &
NEW YORK AVENUE, NORTHWEST
WASHINGTON, DC 20006

The President and Board of Trustees of the Corcoran Gallery of Art request
the honor of your presence at a reception to preview the exhibition

Daumier in Retrospect, 1808-1879
The Armand Hammer Daumier Collection

on Thursday, September 20 from six to eight pm

Admits two persons.

Admission to be membership card or invitation only.

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G. Women's Committee Mrs. Dudley announced that the Zandra Rhodes fashion show will take place September 12 to benefit the Corcoran. A budget of \$75,000 will be ^{proposed} ~~presented~~ by Dr. Marzio to the next meeting of the Women's Committee. Changes in the handbook are now being made.

H. Education/Shop Mrs. Salant announced that the next meeting has not yet been scheduled.

5. Report of the Associate Director Ms. Livingston reported that between now and October 10 a crew of six will transfer over 1700 items in preparation for the fall season. She indicated the significance in the use of the mantle room to exhibit the Armand Hammer Daumier collection as it will bring people into a new area of the museum. The Weisman Collection of California Art will run through Nov. 4 and will preview with a seated buffet dinner of California food for 150 on Sept. 14. Dr. Hammer's Daumier Collection will preview with a seated dinner for 150 on Sept. 19. There will be a combined Member's opening on September 20 for these two shows. On Oct. 3 the hand colored photographs of Mark Powers will go on display. He is a faculty member of the School. Oct. 12 will mark the national opening of the AT&T show which promises to be the premier of a first class show.

The meeting adjourned at 2:00 p.m. and went into Executive session.

Respectfully submitted,

Lorna Tilley, Acting Secretary

Seat Guett } 9/15
Folger }

Salant
yes 9/14

Mesclames
Hudley
Salant
Vanderpool

Sept 24

Oct 15

Mr. Blackley
Mrs. Fitz
Folger
Guett
Hull
Kreger
Saul

Mr. Hall

Guett

Salant

Fitzgerald

Mr. Folger

Kreger

Vanderpool

Muccia

Hudley

Blackley

Kington

(Hull)

Green

Tilly

Magio

12:30

Aug 13 Minutes subject to
approval of next meeting

1. Financial Report

as of period ^{ending} Aug 31 \$ 142,738 surplus

Accrued expenses based on Time Allocation ^{Counted}

Last fiscal yr: Merrill Trust was in
grants/gifts operating. Trustees then
decided to put it to Bly funds to
match NFA but funds not available
then. Transfer will take place.

142, + accrued + Transfer = 58,738

Last wk Sept 1 + 2 of Oct for audit.

ALK - 1st Time in 10 yrs for surplus

83,000 School deficit

Grants/Gifts for Shortfall + Inflation = 2/30
deficit

Mrs. Yerkes shows in gallery.

Tuition/fees undersubscribed in Summer School.

Days to address problem: { 1) promotion
2) revised schedule of sum. school.

Audited Statement ^{by} Nov. 15 from C & P.
\$9,000 (about) for their fees.

Staff Accountant has left - Coop & Ly
Will send staff on pt time basis.
Interim immediately to fill N position.

Budget will be made in same office
as ~~the~~ finance this year & should
make a difference.

FitzGerald ^{shows} 14% increase in Salaries & Schools ^{for gallery}
8% " "

Mayo: Due to increased personnel K.M. & S.M.

Hull: Bldg / gds meeting held 9/5.
Today to make proposals

Cash in Bank	6,781.66
Merrill Trust	20,000
Requesting authority to transfer funds	
NBA	13,643.15
Available now:	<u>40,424.81</u>

Bldg Renovation & Improvement Priority List.

20,080 on design & engineering for Auditorium
to give preliminary plans & schematic
drawings.

Take to Hanner to accelerate the
~~the~~ paymt plan.

NLK: Ball park estimates for Auditorium: 193,000
to include Air condi, refurbishing, etc.
from Lethbridge

Fitzgerald Consider long term planning near term = FY 80

Hull: 3 priority list 1. ^{Immediate} Very near term

2. Intermediate

funding not in hand - confident will receive.

3. Wish list.

same questioned:

p.2 priority list. 225,000 Hammer figure.

230,000 required for Auditorium.

NEA questions must be matched - ^{deadline} ~~date~~
is end of 1 yr. 155,000 by end of 1 yr must
be raised. Climate, ^{control} Storage or security
of Hammer could count as a match
for NEA.

Intermediate list & long term presented
for your info only.

1st list ~~is~~ is for approval.

Jewett:

Handicapped could be post-joined?
plans must be hand. to meet the
time schedule.

Resolution to approve the \$40,000

Jewett moved. Hall seconded.

proceed. & expenditure of 9 funds.

Coordinate time schedule of Bldg
& Concert series & use of school

3. ^{4.} Developm/ Membership

final returns 1,129,399 as of 8/31
 due to 2 Capcity Challenge grant rec'd
 1 yr + increased corporate & foundation
 giving.

points out to us:

1. a budget of 175,000 from Trustee giving
 received

Trustees are the heart of Carsonan.
 giving, finding potential sources.
 proposed 225,000 1 yr.

realized importance of corp giving.
 rebuild image of "business" & corporate
 realize & ~~also~~ want to identify &
 the community. trying to set
 up procedure whereby each
 member of Bd will come to Pcm
 for suggestions of Corp names, directors
 significant results could be gained
 from 1.

definitely wants indication of
 Trustees good-will for 1 fiscal yr.
 wants 100% participation.

Trustees, Corp. & Foundations &:

School - looking at 160,000 deficit
 1 yr. School historically created the
 surpluses and now pendulum has
 switched & we must recognize need.

on behalf of school to raise ~~efforts~~ ^{funds}.

Bring Corp into the educational ~~side~~ ^{side}.

Urge all Exec & Bd to think of school
how to get interest in fund raising.

Next year will not be easy to
raise one mill yet we must.

Maintain same level as this yr -
we could ^{exceed} 1) Challenge grant.

750,000 - hoping for 500,000.

2) Increased membership mailings staff
to meet the fundraising needs

~~Sheila~~ Sheila will expand staff ^{person} to
emphasize on grants

Congrad to Bill for all the work,

planning for 1 yr. Avant: 1980

Vanderpool: Questions why Friends membership
not increased? Merie will include
all friends as ^{part} of the

8/13 (Mr Gerstein was asked to report on 7)

will be withdrawals

Some Students realize they are
not artists I may not returned.

B. Investment/Finance - Folger

Sept 24 next meeting
to review longer term securities sale.

C. Special Events -

Surprise Party planned for Oct.
Cancelled b prizes not available.
put off until late Spring.

Mrs Salant art sale from students? 70.

D Art School: P Thomas

Registration last wk projects 405 in open
program. projected 400.
project. 225 full time + 212 realized.

summer advertising program:

5,000 mailed to "Amer Photo Mag"
& found it did attract students.

Costs are same for 11 or 20

73/74 were 20/class in open program.

~~700~~ 78/79 11/class. Our costs are
higher now. + competition Smithsonian,
Torpedo Fac. G.W.

160,000 deficit emphasizes the need for
Special School fund raising.

See: postponement of Auction: is disturbing
due to high interest rates. ^{signifies} flexibility of
review of School's budget

Leo Daly & Plutton could not get 5 main gifts.

PCM: Could Trustees give a shot in arm for 1 spec event.

NEK asked PCM to discuss 5 daly - especially it for Jan or Feb.

Work of Art Vanderpool
Sept 25 meeting scheduled.

Frymire ptg is now restored. Invited to view it.

Friends Fred Blackley
successful in keeping #.
Agrees to combine their funds for
acquisitions to meet NEA
Sept. 20 7:30 annual Business meeting
of Mr. Hammer.
Oct 25 Year of Perm collect.
Nov 8 Christo preview been asked to attend

Membership 86,448 105,897
fees show in Budget.

Staff to attend Women's Com
Recept.

9.

Women's Com

~~1st yr. has been a leaving exper.~~

Zandra Rhodes Benefit 9/12

Changes in Handbook being made
75,000 budget presented to
WC by PCM at next meeting.

Ede/Shop

4) J.L. Report of Assae Hiri

6 crew between now & Oct 10

1700 items being transported.

Reumier Breakthrough represents new
use of a gallery. Bring people
into a new area of Museum.

Color photo from Perm coll in #2
Nash Wks.

Calij plenary 9/14

Naume + members 9/20

10/3 Mark Power Key faculty member of school
Handcolored photographs.

10/14¹¹ + 15¹² ATT Show - Nat'l opening of show
1st Class tour + premiums

2:00 adjourned

to Spec Session

MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE

TRUSTEES OF THE CORCORAN GALLERY OF ART

August 13, 1979

Members of the Executive Committee present at the meeting were Madame Salant and Messrs. FitzGerald, Folger, Gerstin, President of the Friends; Hull, Kreeger, Chairman; Saul.

Members of the staff present included Dr. Marzio, Director; Mr. Thomas, Dean; Ms. Livingston, Associate Director; Mrs. Muccio, Director for Development and Membership; Adm. Snead, Building and Projects Director; and Mrs. Tilley, Executive Secretary.

The meeting was called to order by Mr. Kreeger at 12:40 p.m.

1. Approval of the Minutes of July 16, 1979. The minutes of the Executive Committee Meeting of July 16 were approved with the amendment on page 2 of the Women's Committee Report, that it was the "1979" Ball that declared an \$80,000 net.

2. Financial Report: Gallery and School.

Mr. Kreeger noted that if all Trustees would submit the cash from their pledges, then the Gallery would end the year with a surplus. Dr. Marzio noted that a number of donors have been asked to specify that their donation go to the Gallery, so as to be eligible for matching on a 3 to 1 ratio with the hoped for NEA Challenge Grant.

The Financial Statement as of July 31, 1979 shows a Museum surplus of \$112,575 and a School deficit of \$86,663.

3. Committee Reports.

Development. Mr. FitzGerald reported that revenues received to date amount to \$1,004,000 with an additional \$92,000 anticipated before the end of the fiscal year. Grants and Gifts show an increase of 74% over last year and Membership shows an increase of 14%.

Mr. Kreeger expressed his appreciation to the staff in their development efforts in reaching this One Million Mark and noted a feeling of confidence that this can be sustained. Mr. FitzGerald remarked that it takes a team effort to accomplish these goals.

Mr. Kreeger asked the Committee to give some thought to

establishing a Corporate Gifts Committee. He noted the success that the National Symphony had in a recent campaign in which corporations were asked to match other corporations in their donations.

Investment and Finance. Mr. Folger reported that at a meeting with Mr. Jewett and Dr. Marzio, the approved budget for FY 79-80 was reviewed in depth to provide a prudent fall-back position should the NEA Grant not be approved. The cut-back would be across the board including salaries, printing of the brochure for the Challenge Grant, etc.

Mr. Folger also noted that the Portfolio rate is 7% and the short term is at 10%.

Special Events. Dr. Marzio announced that the Washington Art Group needs names of business oriented people to join this luncheon group. Trustees were invited to submit the names of perspective members.

Art School. Dean Thomas noted that the end of the Second Summer Session is now approaching.

In an effort to increase the number of students in the Open Courses for the Fall Session, an emphasis is being placed on the teachers and times of the courses in the advertising for potential students. A self mailer is being sent to 5,000 readers from the "American Photography" list and readers of "Washington Review of the Arts" will be offered the opportunity to waive registration fees.

Mr. Kreeger suggested that the School obtain a regional list from the American Association of Retired Persons and perhaps offer discounts for senior citizens.

Works of Art. Ms. Livingston reported that two very productive meetings were held this summer centering on future exhibitions and the 80/81 Works of Art budget. Long range planning, Ms. Livingston emphasized, is essential for a successful exhibition schedule. Ms. Livingston categorized the many ways in which the upcoming exhibition schedule relates to the Corcoran's position in the community.

The January, 1980 show of regional art by the Curator of Local Art will reflect the Corcoran's commitment to local art. The Guy Pene du Bois emphasizes the international outlook of the Corcoran. Also on the International front but dealing with the Corcoran's commitment to the avant-garde is a selection of art from the Austrian government. Covering a period of Vienna reactionism 1955-70, the show will open here and travel. The Corcoran is also identified with its great American collection and on September 14 will feature the Weisman Collection of California Art in the upper five galleries. The Corcoran's commitment to photography continues to bring in a special audience.

Ms. Livingston noted that a selection of prints and sculpture from the Armand Hammer Daumier Collection will open September 20.

Mr. Kreeger announced that Trustee Carl Freeman has offered to finance the purchase of necessary slide projecting equipment which would enable the Works of Art Committee to be better informed during their meetings. Occasionally, slides could also be shown during Board meetings to achieve a greater sense of involvement on the part of the Trustees.

Friends. Mr. Gerstin noted that while there has been success in the growing number of Friends, there comes with this the need to "service" these Friends. He would like the Friends to become closely associated with events at the Corcoran, including new members being introduced to the Permanent Collection and offering the Friends a program of education.

Mr. Gerstin was asked to submit ideas to the Executive Committee of ways to more closely bind the Friends to the Corcoran.

Mr. FitzGerald suggested that the Friends receive some token, i.e. a pin.

Dean Thomas noted how helpful the Friends were in the arrangements for the Open House held last Spring.

Mr. Saul suggested that the \$100 membership fee be increased to keep up with the rate of inflation. Mr. Gerstin did not feel that this was the year to raise the dues, but rather it is necessary to improve the services.

Women's Committee. Dr. Marzio announced that he will soon present a list of projects to Mrs. Dudley to be considered by the Women's Committee for funding in FY 79-80

Building and Grounds. Mr. Hull announced an upcoming September meeting by this Committee to review the proposal to refurbish the auditorium. Approximately \$22,000 will be needed to cover the design fee and air conditioning specifications before the Committee is able to accept bids for the renovation.

Dr. Marzio noted that a contract is expected this month from Lansdowne Catering, Ltd. regarding their proposal to open a restaurant in the Corcoran.

Dr. Marzio also noted that the Building fund was put on the back burner this past year because so much was needed for day to day operating expenses. As a result, it will take additional funds to make the much needed repairs. If the Challenge Grant is received, there will be three priorities: 1) the General Endowment 2) monies for the School and 3) the Building Fund.

Mr. Kreeger asked for an updated priority list from the Building and Grounds Committee noting that perhaps there are resources within the Board to tap to help with engineering and initial planning.

Public Relations. Dr. Marzio reported that designs for a new letterhead are now being submitted. He felt the purpose of the Corcoran should be clarified in a new logo.

Education/Shop. Mrs. Salant reported that a sculpture show for the blind was discussed in their last meeting.

4. Other Business.

Ms. Goffe noted that as a result of the recent IRS audit, the Corcoran has received a non-profit status and a general clean bill of health.

In meeting the needs of the handicapped, the District has now provided curb cuts on the New York and 17th Street sidewalk.

Meeting dates for the next fiscal year were set at October 8; November 12 and December 10. A meeting of the full Board will be held September 24 and November 26.

There being no other business, the meeting was adjourned at 1:55 p.m.

Respectfully submitted,

Lorna Tilley
Acting Secretary

ATTENDANCE/ADMISSIONS REPORT

	ATTENDANCE		ADMISSIONS
	<u>Daily Visitors</u>	<u>Total</u>	<u>Total</u>
September 1977 through August 1978	93,628	120,900	\$ 64,611.36
September 1978 through August 1979	86,002	133,902 *	\$ 31,384.32 +

* Total attendance at Gallery and Corporate Events for FY79 27,586, for FY78 11,448, a difference of 16,138.

+ As of April 21, 1979, admission to Gallery free as a result of a grant to the Corcoran from the Armand Hammer Foundation to underwrite the income from the admission charge.

ATTENDANCE/ADMISSIONS FISCAL YEAR 1978/79

MONTH	DAILY VISITORS	FREE DAYS	PAY DAYS	TOURS	PREVIEWS	EVENTS GALLERY & CORP.		TOTAL	ADMISSIONS INCOME	WEEKLY AVERAGE OF CONTRI-BUTIONS BOX
Sept. '77	4,764	2,013	2,751	248	2,360	300	800	8,472	\$ 2,829.91	\$108.84
Sept. '78	3,898	1,402	2,496	110	1,500	205	1,713	7,426	\$ 1,925.89	\$ 87.21
Oct. '77	7,931	2,522	5,409	517	350	538	500	9,836	\$ 6,590.47	\$144.09
Oct. '78	5,581	2,183	3,398	835	1,036	1,604	1,140	10,196	\$ 4,471.98	\$ 89.21
Nov. '77	12,877	4,037	8,840	902	---	790	1,400	15,769	\$ 9,762.95	\$175.84
Nov. '78	5,043	1,654	3,389	1,402	---	832	3,225	10,502	\$ 2,456.97*	\$ 62.44
Dec. '77	11,327	5,124	6,203	651	1,090	473	---	13,541	\$ 5,847.81	\$194.79
Dec. '78	3,205	1,339	1,866	550	1,530	3,972	175	9,432	\$ 1,277.77	\$ 66.30
Jan. '78	20,952	4,547	16,405	489	---	595	---	22,036	\$15,418.90	\$153.94
Jan. '79	3,928	1,569	2,359	1,954	---	1,285	1,300	8,467	\$ 3,378.81	\$ 21.34
Feb. '78	7,584	2,220	5,364	600	880	999	---	10,063	\$ 5,974.72	\$ 98.94
Feb. '79	4,390	1,298	3,092	394+	2,500	642+	---	7,926	\$ 3,319.43	\$ 26.95

* Admission not charged on 7 Pay Days because of painting of the Atrium.

+ Contemporary Music Forum and 273 participants in group tours cancelled because of heavy snowfall the week of Feb.19.

ATTENDANCE/ADMISSIONS FISCAL YEAR 1978/1979
PAGE 2

MONTH		DAILY VISITORS	FREE DAYS	PAY DAYS	TOURS	PREVIEWS	EVENTS GALLERY & CORP.		TOTAL	ADMISSIONS INCOME	WEEKLY AVERAGE OF CONTRI-BUTIONS BOX
Mar. '78		7,707	3,062	3,945	1,266	---	655	120	9,048	\$ 4,885.85	\$110.44
Mar. '79		10,632	3,416	7,216	1,600	---	1,039	164	13,435	\$ 8,686.43	\$170.73
Apr. '78		5,202	2,251	2,951	1,293	750	2,048	1,035	10,328	\$ 3,021.70	\$271.66
Apr. '79		8,323	5,139	3,184#	1,112	1,000	2,594**	2,067	15,096	\$ 3,533.27#	\$110.63# ++
May '78		4,206	1,969	2,237	1,055	---	825	---	6,219	\$ 2,906.55	\$134.35
May '79		9,785	#	#	1,405	---	1,360	1,654	14,204	TOTAL CONTRIBUTIONS BOX: \$ 476.23	
June '78		3,142	1,414	1,718	104	300	325	---	3,871	\$ 1,842.85	\$ 88.51
June '79		8,328	#	#	---	790	310	2,305	11,733	\$ 593.47	
July '78		3,515	1,633	1,882	82	---	---	---	6,191	\$ 2,595.00	\$ 67.45
July '79		6,477	#	#	82	800	---	---	8,159	\$ 588.05	
Aug. '78		4,421	2,250	2,171	135	925	45	---	5,526	\$ 2,934.65	\$ 64.21
Aug. '79		10,336	#	#	32	---	---	---	10,368	\$ 676.02	

As of Saturday, April 21, Admission to Gallery Free, as a result of a grant to the Corcoran from the Armand Hammer Foundation. (Gallery closed 4/19 & 4/20 for Ball preparation.)

* Annual Corcoran Ball

° 36th Biennial on exhibition.

++ Contributions box not in place April 21-30, due to repairs.

CORCORAN GALLERY OF ART

Source	End of FY 79 to the Oper. Budget	Goals for FY 1980
TRUSTEES	\$174,763	225,000
OTHER INDIVIDUALS	40,276	43,000
WOMEN'S COMMITTEE	42,985	55,000
BEQUESTS	1,000	109,538 ¹
OTHER:	9,366	10,000
CORPORATIONS:	176,147	190,000
FOUNDATIONS:	406,650	220,000
GOVERNMENT:	<u>167,276</u>	<u>160,630</u>
Sub-Total:	1,018,463	1,013,168
MEMBERSHIP:	<u>105,886</u>	<u>110,000</u>
	\$1,124,349	\$1,123,168

¹The Bequest figure actually represents the possible shortfall. It can be offset if the Findley gift is finally passed by the IRS.

SMcCM/smb

Corcoran Gallery of Art
Development Report

as of August 31, 1979
End of Fiscal Year 1979

Source	Current Month Donor	Amount	Cumulative Donor	Amount	Cumulative Amt. to Oper. Budget	Goal to Oper. Budget FY 1979	Actual FY 1978
<u>TRUSTEES</u>						\$ 150,000	\$ 185,934
Undes.	12	80,534	48	174,763	174,763		
Designated							
<u>OTHER INDIVIDUALS</u>						80,000	54,681
Undes.	24	4,702	171	40,251	40,251		
Designated			9	(1,585)	25		
<u>WOMEN'S COMMITTEE</u>						45,000	51,725
Undes.				42,985	42,985		
Designated				(20,000)			
<u>BEQUESTS</u>							2,500
Undes.			1	1,000	1,000		
Designated			1	(4,200)			
<u>OTHER</u>							
Undes.			3	366	366		
Designated			1	9,000	9,000		
<u>CORPORATIONS</u>							101,220
Undes.	1	1,000	30	36,784	36,784	135,000	
Designated			7	(89,100)	84,100		
Facility Use	2	6,000	29	55,263	55,263		
<u>FOUNDATIONS</u>							161,300
Undes.	3	46,000	13	272,650	272,650	150,000	
Designated			4	(159,000)	134,000		
<u>GOVERNMENT</u>						114,612	70,315
Undes.				39,484	39,484		
Designated	6	(85,159)	18	(227,114)	127,792		
<u>Sub Total</u>		223,395		\$1,173,545	\$1,018,463	674,612	627,675
<u>Membership</u>		10,445		105,886	105,886	100,000	88,533
<u>Total:</u>	48	233,340	335	1,279,431	1,124,349	\$774,612*	716,208

*Budget Revisions not included.

SMcCM/ac1/smb

Corcoran School of Art
Development Report

As of August 31, 1979

Source	Donor	Amount	Cumulative Donor	Cumulative Amount	Cumulative Amt. to Oper. Budget	Goal to Oper. Budget FY 1979	Actual FY 1978
TRUSTEES							
Undes.			4	3,500	3,500	\$2,500	\$ 1,000
Designated							
OTHER INDIVIDUALS							
Undes.			1	522	522	5,000	
Designated			8	(58,518)	5,398		
WOMEN'S COMMITTEE							
Undes.				\$10,000	\$6,000*	6,000	5,000
Designated							
BEQUESTS							
Undes.			1	1,000	1,000		
Designated							
OTHER							
Undes.			1	3,000	3,000	3,000	999
Auction							63,031
Masquerade				7,000	7,000	7,000	
CORPORATIONS							
Undes.			1	450	450	2,500	
Designated							
FOUNDATIONS							
Undes.			1	6,000	6,000	20,000	5,000
Designated							
GOVERNMENT							
Undes.							
Designated							
TOTAL			17	\$89,990	\$32,870	\$46,000 (\$88,000-present goal)	\$75,030

* Total Gift was \$10,000 but \$4,000 was carried as operating income on the Budget.

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Gallery of Art Development and Membership records.

Please contact the Public Services and Instruction Librarian with any questions.

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Corcoran Gallery of Art

Contributions - August, 1979

Contributions Not Applicable to the Operating Budget:

<u>Govt:</u>	NEA - Works of Art on Paper #R80-20-302 (8/16/79)	4,000.00
		<u>\$4,000.00</u>

Total contributions --: Not Applicable to the Operating Budget:	<u><u>\$4,000.00</u></u>
--	--------------------------

Corcoran Gallery of Art

Membership Report

FY 1979

	<u>Current Mo. August 79</u>	<u>Current Year to Date</u>	<u>August 1978</u>	<u>Year to Date FY 1978</u>
# Memberships Received	92	2208	140	1947
# New	17	609	26	492
# Renewed	75	1600	114	1455
\$ Amount Received	10,445	105,886	6410	\$88,503
<u>Total Membership:</u>		2,270		2,123

Membership Breakdown by Category

<u>Category</u>	<u>FY 1978/1979 Number</u>	<u>\$ Amount</u>
Student	59	\$ 885
Single	912	\$22,800
Family	585	\$20,475
Young Friend	127	\$ 4,815
Friend	474	\$29,480
Sponsoring	23	\$ 4,950
Contributing	11	\$ 5,021
Corporate	17	\$13,875
Corcoran Students		3,585
Complimentary	106	10-
TOTAL		\$105,886

Amount in Friend's account: \$21,995.00

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The Corcoran Gallery of Art

as of September 6, 1979

Uses of the Corcoran Facilities
FY 1978-1979

Date	Name	Type	Fee Paid
09/19/78	CBS Inc.	Reception	\$4,000 - Contribution 1,000 - Membership
09/25/78	First National Bank of Chicago	Reception	(4,000)- Contribution (1,000)- Membership
10/10/78	Association of Record Managers & Adm.	Reception	4,000 - Contribution 1,000 - Membership
10/27/78	Women's Caucus in the Arts	Auditorium	No Fee
11/06/78	Foote & Davies, Inc.	Reception/Dinner	4,000 - Contribution 1,000 - Membership
11/13/78	Westinghouse Electric Co.	Reception	4,000 - Contribution 1,000 - Membership
11/14/78	Department of the Interior	Reception	250 - Contribution
11/27/78	Wash. - Metro Chapter - AIA	Auditorium	500 - Contribution
11/28/78	American Council of Life Ins.	Reception	(4,000)- Contribution (1,000)- Membership
11/29/78	Marion Barry for Mayor	Reception	238 - Contribution
12/03/78	Steptoe & Johnson	Auditorium	250 - Contribution
01/27/79	American Council of Realtors	Tour & Sherry	500 - Contribution
01/30/79	Florida State Society	Reception	2,000 - Contribution 500 - Membership

* Has Not paid this amount yet
(\$) Money paid in FY 77/78

Date	Name	Type	Fee Paid
03/01/79	Washington Conservation Guild	Auditorium	No Fee
03/06/79	University of Chicago	Auditorium	\$ 100 - Contribution
03/07/79	Optical Society of America	Reception	2,000 - Contribution 500 - Membership
03/27/79	Coro Foundation	Reception	200 - Contribution
04/06/79	American Gem Society	Reception	4,000 - Contribution 1,000 - Membership
04/12/79	Accoustical Society	Auditorium	250 - Contribution
04/26/79	National Venture Capital Assoc.	Dinner	1,100 - Contribution 1,000 - Membership
04/29/79	Wesleyan University	Auditorium	100 - Contribution
05/05/79	(Mr. & Mrs. Henry S. Wakabayshi) Meadow Brook Art Museum	Luncheon Photography Gallery	* 15 - Contribution
05/13/79	First National State Bank of New Jersey	Reception	4,000 - Contribution 1,000 - Membership
05/16/79	Investment Companies Institute	Dinner	4,000 - Contribution 1,000 - Membership
05/17/79	American Law Institute	Reception	2,000 - Contribution 500 - Membership
05/30/79	Stedelijk Museum	Auditorium	No Fee
06/05/79	Joshua Taylor	Reception	No Fee
06/06/79	Operations Research Inc.	Reception	4,000 - Contribution 1,000 - Membership

* has not paid this amount

Date	Name	Type	Fee Paid
06/16/79	Historic Conservation and Research (DOI)	Reception	325 - Contribution
06/17/79	Mobil Oil Corporation	Reception	450 - Contribution
06/20/79	Mobil Oil Corporation		

FY 1980			
09/09/79	Ebony Impromptu Theatre Company	Auditorium	*100 - Contribution
09/10/79	American Chemical Society of DC	Reception	2,000 - Contribution 500 - Membership
09/13/79	Washington Star	Reception	4,000 - Contribution 1,000 - Membership
09/24/79	Royal Embassy of Saudia Arabia	Reception	*4,000 - Contribution *1,000 - Membership
10/02/79	Ford's Theatre (paid by the Armand Hammer Fdn.)	Reception	2,000 - Contribution 500 - Membership
11/11/79	The Robert Morris Association	Reception	4,000 - Contribution 1,000 - Membership
11/28/79	The Gerontological Society	Reception	1,000 - Contribution (79) 1,000 - Contribution (80) 500 - Membership (80)
<u>FY 79/80</u>		<u>Paid</u>	<u>Not Paid</u>
Contribution	1,000		
Membership	500		
<u>FY 78/79</u>			
Contribution	42,263	15	
Membership	9,975	0	
<u>FY 77/78 (up to and including May, 1978)</u>			
Contribution	24,875		
Membership	5,050		
		<u>Paid in FY 78/79; Event in FY 79/80</u>	
Contribution		\$13,000	
Membership		3,500	
		<u>Paid in FY 77/78; Event in FY 78/79</u>	
Contribution		8,000	
Membership		2,000	

MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE

TRUSTEES OF THE CORCORAN GALLERY OF ART

August 13, 1979

Members of the Executive Committee present at the meeting were Madame Salant and Messrs. FitzGerald, Folger, Gerstin, President of the Friends; Hull, Kreeger, Chairman; Saul.

Members of the staff present included Dr. Marzio, Director; Mr. Thomas, Dean; Ms. Livingston, Associate Director; Mrs. Muccio, Director for Development and Membership; Adm. Snead, Building and Projects Director; and Mrs. Tilley, Executive Secretary.

The meeting was called to order by Mr. Kreeger at 12:40 p.m.

1. Approval of the Minutes of July 16, 1979. The minutes of the Executive Committee Meeting of July 16 were approved with the amendment on page 2 of the Women's Committee Report that it was the "1979" Ball that declared an \$80,000 net.

2. Financial Report: Gallery and School.

Mr. Kreeger noted that if all Trustees would submit the cash from their pledges, then the Gallery would end the year with a surplus. Dr. Marzio noted that a number of donors have been asked to specify that their donation go to the Gallery, so as to be eligible for matching on a 3 to 1 ratio with the hoped for NEA Challenge Grant.

The Financial Statement as of July 31, 1979 shows a Museum surplus of \$112,575 and a School deficit of \$86,663.

3. Committee Reports.

Development. Mr. FitzGerald reported that revenues received to date amount to \$1,004,000 with an additional \$92,000 anticipated before the end of the fiscal year. Grants and Gifts show an increase of 74% over last year and Membership shows an increase of 14%.

Mr. Kreeger expressed his appreciation to the staff in their development efforts in reaching this One Million Mark and noted a feeling of confidence that this can be sustained. Mr. FitzGerald remarked that it takes a team effort to accomplish these goals.

Mr. Kreeger asked the Committee to give some thought to

establishing a Corporate Gifts Committee. He noted the success that the National Symphony had in a recent campaign in which corporations were asked to match other corporations in their donations.

Investment and Finance. Mr. Folger reported that at a meeting with Mr. Jewett and Dr. Marzio, the approved budget for FY 79-80 was reviewed in depth to provide a prudent fall-back position should the NEA Grant not be approved. The cut-back would be across the board including salaries, printing of the brochure for the Challenge Grant, etc.

Mr. Folger also noted that the Portfolio rate is 7% and the short term is at 10%.

Special Events. Dr. Marzio announced that the Washington Art Group needs names of business oriented people to join this luncheon group. Trustees were invited to submit the names of perspective members.

Art School. Dean Thomas noted that the end of the Second Summer Session is now approaching.

In an effort to increase the number of students in the Open Courses for the Fall Session, an emphasis is being placed on the teachers and times of the courses in the advertising for potential students. A self mailer is being sent to 5,000 readers from the "American Photography" list and readers of "Washington Review of the Arts" will be offered the opportunity to waive registration fees.

Mr. Kreeger suggested that the School obtain a regional list from the American Association of Retired Persons and perhaps offer discounts for senior citizens.

Works of Art. Ms. Livingston reported that two very productive meetings were held this summer centering on future exhibitions and the 80/81 Works of Art budget. Long range planning, Ms. Livingston emphasized, is essential for a successful exhibition schedule. Ms. Livingston categorized the many ways in which the upcoming exhibition schedule relates to the Corcoran's position in the community.

The January, 1980 show of regional art by the Curator of Local Art will reflect the Corcoran's commitment to local art. The Guy Pene du Bois emphasizes the international outlook of the Corcoran. Also on the International front but dealing with the Corcoran's commitment to the avant-garde is a selection of art from the Austrian government. Covering a period of Vienna reactionism 1955-70, the show will open here and travel. The Corcoran is also identified with its great American collection and on September 14 will feature the Weisman Collection of California Art in the upper five galleries. The Corcoran's commitment to photography continues to bring in a special audience.

Ms. Livingston noted that a selection of prints and sculpture from the Armand Hammer Daumier Collection will open September 20.

Mr. Kreeger announced that Trustee Carl Freeman has offered to finance the purchase of necessary slide projecting equipment which would enable the Works of Art Committee to be better informed during their meetings. Occasionally, slides could also be shown during Board meetings to achieve a greater sense of involvement on the part of the Trustees.

Friends. Mr. Gerstin noted that while there has been success in the growing number of Friends, there comes with this the need to "service" these Friends. He would like the Friends to become closely associated with events at the Corcoran, including new members being introduced to the Permanent Collection and offering the Friends a program of education.

Mr. Gerstin was asked to submit ideas to the Executive Committee of ways to more closely bind the Friends to the Corcoran.

Mr. FitzGerald suggested that the Friends receive some token, i.e. a pin.

Dean Thomas noted how helpful the Friends were in the arrangements for the Open House held last Spring.

Mr. Saul suggested that the \$100 membership fee be increased to keep up with the rate of inflation. Mr. Gerstin did not feel that this was the year to raise the dues, but rather it is necessary to improve the services.

Women's Committee. Dr. Marzio announced that he will soon present a list of projects to Mrs. Dudley to be considered by the Women's Committee for funding in FY 79-80

Building and Grounds. Mr. Hull announced an upcoming September meeting by this Committee to review the proposal to refurbish the auditorium. Approximately \$22,000 will be needed to cover the design fee and air conditioning specifications before the Committee is able to accept bids for the renovation.

Dr. Marzio noted that a contract is expected this month from Lansdowne Catering, Ltd. regarding their proposal to open a restaurant in the Corcoran.

Dr. Marzio also noted that the Building fund was put on the back burner this past year because so much was needed for day to day operating expenses. As a result, it will take additional funds to make the much needed repairs. If the Challenge Grant is received, there will be three priorities: 1) the General Endowment 2) monies for the School and 3) the Building Fund.

Mr. Kreeger asked for an updated priority list from the Building and Grounds Committee noting that perhaps there are resources within the Board to tap to help with engineering and initial planning.

Public Relations. Dr. Marzio reported that designs for a new letterhead are now being submitted. He felt the purpose of the Corcoran should be clarified in a new logo.

Education/Shop. Mrs. Salant reported that a sculpture show for the blind was discussed in their last meeting.

4. Other Business.

Ms. Goffe noted that as a result of the recent IRS audit, the Corcoran has received a non-profit status and a general clean bill of health.

In meeting the needs of the handicapped, the District has now provided curb cuts on the New York and 17th Street sidewalk.

Meeting dates for the next fiscal year were set at October 8; November 12 and December 10. A meeting of the full Board will be held September 24 and November 26.

There being no other business, the meeting was adjourned at 1:55 p.m.

Respectfully submitted,

Lorna Tilley
Acting Secretary

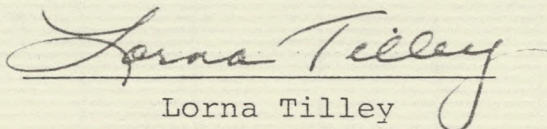
CORCORAN
GALLERY OF ART · SCHOOL OF ART
SEVENTEENTH STREET &
NEW YORK AVENUE, NORTHWEST
WASHINGTON, DC 20006
(202) 638-3211

Ms. Tilley

August 31, 1979

Notice to All Members of the Executive Committee:

The next meeting of the Executive Committee will take place on Monday, September 10 at 12:00 noon at the Corcoran Gallery of Art. Please advise Joan Kisber at the Gallery (638-3211 ext. 22) as to whether or not you plan to attend.


Lorna Tilley

CORCORAN
GALLERY OF ART · SCHOOL OF ART
SEVENTEENTH STREET &
NEW YORK AVENUE, NORTH-WEST
WASHINGTON, DC 20006
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Notice of Meetings of the Executive Committee
Board of Trustees, Corcoran Gallery of Art
Fiscal Year 1979-80.

All Meetings are held at 12:00 Noon the second Monday
of every month.

September 10

October 15 (October 8 is a holiday)

November 12

December 10

January 14

February 11

March 10

April 14

May 12

June 9

July 14

August 11

The Full Board of Trustees Meetings are held the fourth
Monday of every other month:

September 24

November 26

BALANCE SHEET AT 9/05/79
BUILDING PROJECTS RESTRICTED FUNDS

ASSETS

Cash in bank (per attached statement of account)	\$ 6,781.66
Due by transfer of Merrill Trust grant for sculpture studio (Note 1.)	20,000.00
Receivable from NEA grant for climate control, security and storage (Note 2.)	13,643.15
Total	<u>\$40,424.81</u>

LIABILITIES AND FUND BALANCE

Restricted to Auditorium project (\$25,000 grant less prior expenditure \$4,714.74)	\$20,285.26
Fund balance - available NEA qualified projects (Note 3.)	20,139.55
Total	<u>\$40,424.81</u>

Note 1. At its August 1978 meeting the Executive Committee authorized the transfer of this \$20,000 donation from the Corcoran School of Art to the Corcoran Building Fund for expenditure in construction of the sub-basement sculpture studio. This transfer has not been made and the funds have been encumbered by miscellaneous School charges related to sculpture studio totaling \$7,741.97. It is understood that adjustments to transfer the entire \$20,000 without encumbrances, is to be effected as of 8/31/79.

Note 2. NEA Grant of 1/01/77 for climate control, storage and security.

Grants and gifts received	\$ 204,310.00
Due by transfer of funds (Merrill Trust)	20,000.00
Less:	
Expenditures prior date of NEA grant	(44,753.00)
Expenditures for non-qualifying items - sculpture studio	(28,405.34)
Expenditures for non-qualifying items - misc.	(5,948.20)
Eligible as NEA matching funds	145,203.46
NEA proportional commitment (ratio 1:3)	48,401.15
Less:	
NEA interim disbursement 10/04/78	(34,758.00)
Balance claimable	<u>\$ 13,643.15</u>

Note 3. NEA qualified expenditures to date:

For Climate Control	\$124,766.85
For Storage	26,255.95
For Security	2,157.00
Total	<u>\$153,179.80</u>

STATEMENT OF REVENUE AND EXPENDITURES - 9/05/79
BUILDING PROJECTS RESTRICTED FUNDS

REVENUE - 8/30/76 to date

R.K. Mellon Foundation grant of 6/21/76 brought forward (for renovation and climate control)	\$ 150,000.00
Real Estate Advisory Corp. gift of 4/12/77 (for engineering attic ventilation)	3,860.00
Kainen gift of 8/31/77 (for air conditioning)	5,000.00
Patterson gift of 1977 (for guard rails)	450.00
IBM gift of 11/11/77 (for renovation and climate control)	15,000.00
Other gifts to match NEA grant of 1/01/77	5,000.00
Armand Hammer Foundation grant of April 1979 (for Auditorium)	25,000.00
Total grants & gifts	\$ 204,310.00
NEA interim disbursement of 10/04/78	34,758.00
Total receipts to date	\$ 239,068.00

EXPENDITURES - 8/30/76 to date

Expended for Climate Control - Specific Projects	\$ 122,862.66
Attic Ventillation (1976-1978) (Note 4.)	\$53,613.00
Air Conditioning School Studio #10 (1977)	6,160.40
Air Conditioning Gallery 14 (1977)	36,176.95
Air Conditioning Curatorial offices (1978)	8,919.60
Steam Station Controls (1978-1979)	8,829.92
Climate Control items - misc. (1977-1979)	7,166.14
Central Air Conditioning- Prelim. Design (1979)	1,996.65
Expended for Sculpture Studio (sub-basement) (1978-1979)	75,062.53
Climate Control Items	\$46,657.19
Structural Items (non-qual. Note 5.)	26,055.89
Other Misc. Items (non-qual. Note 5.)	2,349.45

<u>Expended for New Art Storage (basement)</u> <u>(1978-1979)</u>		\$ 25,131.30
Electrical Items	\$ 2,925.00	
Structural Items for security & storage	9,416.30	
Storage racks, fixed & sliding	12,790.00	
<u>Expended for Other Storage Projects (1977-1978)</u>		1,124.65
<u>Expended for Security Projects (1978-1979)</u>		2,157.00
<u>Expended for Misc. Items (Non-Qual.-Note 5.)</u> <u>(1977-1979)</u>		<u>5,948.20</u>
Total		<u>\$ 232,286.34</u>
Excess of Revenue over Expenditures		<u>\$ 6,781.66</u>

Note 4. Includes \$44,753 expended prior effective date of NEA grant.

Note 5. Expenditures for items other than climate control, storage and security hence not qualified per NEA grant terms.

Corcoran Gallery of Art
Museum and School

Statement of Income and Expenses

for the 12 month period ending August 31, 1979

Attached are the financial statements for the Corcoran Gallery of Art, Museum and School, for the period ending August 31, 1979. These statements do not reflect any accruals applicable to the 1979 Fiscal Year. An estimate of accruals for FY 79 is presented below.

Coopers and Lybrand will be conducting the FY 79 audit in late September and early October 1979. An audited statement for the fiscal year should be available in November 1979.

The following is an overview of FY 79 for the Museum, the School and the total.

	<u>MUSEUM</u>	<u>SCHOOL</u>	<u>TOTAL</u>
Support and Revenues	\$1,494,471	\$1,002,284	\$2,496,755
Expenses and Deductions	<u>1,268,243</u>	<u>1,088,983</u>	<u>2,257,226</u>
	\$ 226,228	(86,699)	139,529
Transfer Among Funds		<u>3,209</u>	<u>3,209</u>
		(83,490)	142,738

Accruals for the Museum and School for FY 79

Accrued salaries, benefits, and taxes payable	Approx.	\$47,000
Accrued leave payable	Approx	12,000
Other accrued Expenses (including allowances for uncollectible accounts)	Approx.	<u>5,000</u>
		\$64,000
Merrill Trust transfer from FY 78		<u>20,000</u>
		\$84,000
Fund balance from above		\$142,738
Less accruals and Merrill Trust transfer		<u>84,000</u>
FY 79 Fund Balance		\$ 58,738

The Museum
Statement of Income and Expenses for the 12 month
Period ending August 31, 1979

	AUDIT 77-78	APPROVED BUDGET 78-79	EOY 78-79	as of 8/31/79
SUPPORT AND REVENUES				
<u>Contributions</u>				
Grants and Gifts	276,549	788,958	987,506	980,780
Membership	86,448	100,000	95,000	105,897
Subtotal	362,997	888,953	1,082,508	1,086,677
<u>Income from Operations</u>				
Special Events	13,188	8,000	9,522	12,970
Miscellaneous (Trustee Lunches)	4,715	2,000	2,644	11,629
Admissions	65,992	75,000	29,038	31,378
Photography (Clients)	5,231	2,400	5,045	9,536
Weekend Workshops	23,487	20,175	17,836	15,250
Special Events/Educ.	--	1,200	400	--
Interns	--	2,750	2,246	2,246
Washington Art Group	--	3,200	--	--
Previews	--	--	7,691	--
Exhibition Participation Fee	10,440	23,400	25,646	28,272
Shop Sales	108,535	99,300	103,325	106,370
Subtotal	231,588	237,425	205,413	217,651
<u>Income from Investments</u>				
Gallery Fund	--	100,000	100,000	118,200
Clark Fund	--	70,000	70,000	71,943
Subtotal	152,193	170,000	170,000	190,143
<hr/>				
TOTAL	746,778	1,296,378	1,457,921	1,494,471

The Museum

	AUDIT 77-78	APPROVED BUDGET 78-79	EOY 78-79	as of 8/31/79
EXPENSES AND DEDUCTIONS				
Salaries and Wages	558,608	622,434	637,838	633,678
Employee Benefits	77,225	90,827	91,000	89,509
Pensions	8,760	6,319	6,319	6,319
Subtotal	644,593	732,580	735,157	729,506

Administration Expenses

Shop Framing	--	--	6,165	--
Office Supplies	11,868	9,977	5,216	5,483
Office Repairs	1,935	1,980	1,635	1,008
Computer Services	8,743	9,700	9,700	10,692
Telephone	15,070	14,500	20,500	17,349
Xerox	--	10,000	12,500	9,864
Postage and Mailing	10,877	20,000	26,388	33,645
Office Equipment	--	4,095	4,095	2,432
Professional Services	30,058	39,050	36,695	27,747
Insurance	12,982	12,600	11,256	11,015
Equipment Rental	112	--	--	390
Printing	22,913	64,660	63,681	34,839
Subtotal	114,555	186,562	197,831	154,464

Plant Expenses

Building Repairs	5,119	5,600	5,600	7,765
Building Utilities	71,531	112,800	112,800	110,077
Building Equipment	3,000	1,400	1,000	1,197
Building Supplies	1,181	11,900	10,000	11,284
Building Services	7,438	9,880	9,500	4,896
Building Maintenance	2,650	3,000	4,500	5,925
Other: Painting	3,031	5,000	5,000	--
Cafe	--	1,500	600	--
Fire Protection	85	800	170	170
Security Supplies	5,365	4,887	4,445	7,345
Subtotal	99,400	156,767	153,625	148,659

The Museum

	AUDIT 77-78	APPROVED BUDGET 78-79	EOY 78-79	as of 8/31/79
EXPENSES AND DEDUCTIONS CONTINUED				
Space Maintenance Fee	(110,607)	(125,000)	(125,000)	(125,000)
<u>Program Expenses</u>				
Subscriptions and Library	2,704	11,446	10,833	10,357
Travel and Entertainment	4,070	14,593	12,700	10,424
Publicity	--	3,000	2,641	1,512
Education Supplies	4,178	6,105	7,904	7,752
Previews	16,420	5,600	12,291	16,416
Exhibitions	127,474	199,075	207,382	199,964
Restoration	1,000	20,000	29,260	16,575
Photography	2,688	4,525	5,738	6,524
Subtotal	158,534	266,344	288,749	269,524
Shop Merchandise and Exp.	52,529	64,500	68,805	66,374
Contingencies	11,525	24,625	26,179	24,716
Subtotal	64,054	89,125	94,984	91,090
TOTAL	970,529	1,296,378	1,345,346	1,268,243
Revenues Over(under)Exp.	(223,751)	--	112,575	226,228
Fund Balance	7,753	--		
Transfer Among Funds	215,998			
Fund Balance 8/31/78	--			

The School
Statement of Income and Expenses for the 12 month
Period ending August 31, 1979

	AUDIT 77-78	APPROVED BUDGET 78-79	EOY 78-79	as of 8/31/79
SUPPORT AND REVENUES				
Gifts and Grants	33,499	92,000	39,020	36,219
Tuition and Fees	818,132	956,900	927,000	928,732
School Auction	75,585	--	--	--
Investment Income	24,211	25,000	27,000	28,615
Commission Income	2,724	3,100	3,000	3,494
Miscellaneous	5,579	4,000	4,000	5,225
TOTAL	959,730	1,081,000	1,000,000	1,002,284
EXPENSES AND DEDUCTIONS				
Salaries and Benefits	705,670	767,500	766,563	765,398
Space Maintenance Fee	110,607	125,000	134,000	125,000
Repairs and Maintenance	35,485	40,000	42,000	45,347
Scholarships and Fellshps.	19,775	29,000	28,000	28,000
General Office Expenses	9,483	14,000	10,500	8,419
Educ. Supplies and Fees	61,161	50,000	55,800	66,154
Printing	16,289	18,500	15,000	14,982
Professional Services	6,176	4,000	5,000	6,152
Travel and PR	6,737	10,000	6,000	5,788
Insurance	728	1,000	1,000	740
Dupont	16,353	18,000	20,500	19,493
Auction Expenses	12,554	--	--	--
Student Functions	4,374	3,000	1,800	2,200
Miscellaneous	14,311	1,000	500	960
TOTAL	1,019,683	1,081,000	1,086,663	1,088,983
Revenues over(under) exp.	(59,953)	--	(86,663)	(86,699)
Fund Balance	14,985			
Transfer Among Funds	31,021		2,973	3,209
Fund Balance	(13,947)		(83,690)	(83,490)